State of Wisconsin Department of Natural Resources P. O. Box 7921, Madison WI 53707-7921

Laboratory Certification or Registration Application Form 4800-002 Rev 6/03

Instructions: This is an application for laboratory certification and registration in the State of Wisconsin. The application is only one part of the certification process; completing and submitting an application does not constitute certification. Complete certification requirements are available in the Program Information and Requirements Booklet (PUBL-TS-007-98). For additional information, contact the Laboratory Certification and Registration Program:

Telephone: (608) 267-7633 FAX: (608) 266-5226 E-mail: LabCert@dnr.state.wi.us

Program Homepage: http://www.dnr.state.wi.us/org/es/science/lc/

Notice: Authorization for this form is contained in ss. 299.11(7)(f), Wis. Stats, and NR 149.07(1), Wis. Adm. Code. Completion of this form is mandatory if your laboratory intends to become certified or registered in the State of Wisconsin. The Wisconsin Department of Natural Resources will not grant certification or registration in the State of Wisconsin if the laboratory fails to complete this form. Personally identifiable information on this form will be used by the Wisconsin DNR only for the purposes of laboratory certification. The Department may also provide this information to requesters under Wisconsin's open records law [ss. 19.31-19.39, Wis. Stats.].

Facility and Contact Information						
List the following in the box provided for each item.			WI Facility Identification Number (FID)			
Facility Name	Telephone		FAX			
Laboratory Location Address	City			State	Zip	
Mailing Address, if different from above	City			State	Zip	
Name of Laboratory Director	Telephone		E-mail Addre	E-mail Address		
Name of QA Officer	Telephone		E-mail Address			
Name of Laboratory Certification or Registration Contact	Telephone		E-mail Address			
Name of Billing Contact	Federal Employer Identification Number					
Part 1: Application Type						
Initial Application	Revised Application					
□ Not currently certified or registered by WI	☐ Adding test categories or parameters within a test categories			a test category		
Our lab is applying for:	☐ Laboratory Name Change					
CertificationRegistrationReciprocity	☐ Ownership Transfer					
		Previous La	boratory Name, if	applicable:		

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Part 2: L	aboratory Information		
Please ide	ntify the primary function of your laboratory, and the sampl	e typ	es routinely analyzed.
LABORAT	ORY TYPE (CHECK ONE)		
	I Commercial		□ Landfill
	Municipal Wastewater		□ Public Water Supply
	I Industrial		☐ Transfer, Storage and Disposal Facility
	Public Health		☐ Mobile Commercial
TYPES OF	SAMPLES PROCESSED (CHECK ALL THAT APPLY)		
	Wastewater Effluent (Domestic)		Public Water Supply
	Industrial Pretreatment Effluent		Private Water Supply
	Wastewater Treatment Sludge		Hazardous Waste Determinations
	Groundwater		Sludge (other than wastewater)
	Surface Waters		Tissue
	Soils/Sediment		LUST (Leaking Underground Storage Tanks)
	Other (specify)		Other (specify)

Part 3: Application Fees

Initial applications require both an initial application fee and base fee. Enter the amount(s) due for this application.

		FY 2004 Fee	Amount Due
Initial App	olications		
	Initial Application Fee	\$315.00	
	Annual Certification Base Fee	\$787.50	
	Annual Registration Base Fee	\$525.00	
	Annual Reciprocity Base Fee	\$1,575.00	
Revised A	Applications Only		
	Revised Application Fee	\$157.50 	
		Subtotal:	

Part 4: Test Category Fees

For **Initial** applications: place a check before each test category for which certification or registration is requested. Enter the amount due for each test category.

For **Revised** applications: place a check before each test category for which certification or registration is requested. If you are adding a new test category, enter the amount due for each new test category. If you are adding tests within a category for which you are currently certified or registered, enter "0" as the amount due.

Reciprocity Applications Test Category Fees are not charged for reciprocity laboratories. Enter "0" as the amount due.

The following fee schedule is effective July 1, 2003 and is subject to change July 1, 2004

CATEGORY		FY 2004 FEE	AMOUNT DUE
□ 1	Oxygen Utilization (BODs)	52.50	
□ 2	Nitrogen	52.50	
□ 3	Phosphorus	52.50	
□ 4	Physical (Solids, Oil & Grease)	52.50	
□ 5	General I	105.00	
□ 6	General II	105.00	
□ 7	General III	210.00	
□ 8	Metals I	210.00	
9	Metals II	210.00	
1 0	Organic; Purgeables	210.00	
□ 11	Organic; Semivolatiles by GC	210.00	
□ 12	Organic; Semivolatiles by GC/MS (BNAs)	210.00	
□ 13	Organic; Liquid Chromatography	210.00	
□ 14	Organic; Pesticides	210.00	
□ 15	Organic; Petroleum Hydrocarbons	630.00	
□ 16	Organic; Organochlorine Compounds	210.00	
□ 17	Organic; Dioxins	630.00	
□ 18	Safe Drinking Water	1,050.00	
□ 18a	Safe Drinking Water- Nitrate and Nitrite Only	105.00	
□ 18b	Safe Drinking Water- Nitrate, Nitrite and Fluoride Only	210.00	
□ 19	Any Single Analyte (fee per analyte or analyte group)	210.00	
□ 20	Effluent Toxicity	1,365.00	
□ 21	Immunoassay	210.00	
		Subtotal:	

Part 5: Total Amount Due

Calculate the total fee due for this application and enclose a check payable to the Wisconsin Resources for the amount indicated:	Department of Natural
1) Subtotal from Part 3	
2) Subtotal from Part 4	
3) Total Fee (sum lines 1 and 2 above) (see <i>Minimum Annual Fee</i> below)	

Minimum Annual Fee Due - Per s. 149.05(1)(d), Wis. Admin. Code, laboratories must pay the minimum annual certification fee if they are submitting an initial application for <u>certification</u> in any of test categories 5-19, not including 18a and/or 18b only, and the total fee recorded in line 3 above is less than \$1,260.00.

Laboratories are exempt from the minimum annual fee requirement if:

- They are applying for registration,
- They are currently certified and are submitting a <u>revised</u> application to add tests or test categories, or
- They are seeking certification in test categories 18a and/or 18b only.
 - Total is less than minimum fee. Laboratory is paying minimum annual certification fee of \$1,260.00

Part 6: Additional Information Required With Application

Submit all of the data and information asked for in this section with your application. Applications received without all of the information outlined in this section will be considered incomplete, which will delay processing.

Equipment List - Submit a current list of analytical equipment used by the laboratory to perform the test methods identified below.

Reference Samples - Attach copy of acceptable reference sample (also known as PT, PE) results from at least one of the approved reference sample providers for each test or test categories for which certification or registration is desired. These results must have been completed within six months of the date of application. Make sure that the sample contains the proper analytes and concentration levels. Contact the Laboratory Certification and Registration Program or visit our website for a current list of approved providers.

Note: Reference samples are not required for Category 02 - Nitrite, Category 06 - Sulfide, Category 07 - all analytes, Category 17 - Dioxin, Category 20 - Effluent Toxicity and Category 21- Immunoassay.

Several categories only require acceptable results on "key analytes" for all the analytes in the category. The key analytes and categories are: Category 01- Biochemical Oxygen Demand, Category 03- Total Phosphorus, Category 04- Total Suspended Solids and Category 05 - Hardness. Categories 10 - 16 have special requirements for representative samples.

Proof of Intent to Perform Work in Wisconsin- Labs applying for <u>initial</u> certification or reciprocity are required to attach a statement indicating proof of intent to perform analytical work in Wisconsin. Examples of an acceptable proof would be a letter from a potential client, an affiliated office in Wisconsin or a bid proposal.

Quality Assurance/Quality Control - The laboratory is required to maintain, at a minimum, the quality assurance program outlined in sec. NR 149.14, Wis. Adm. Code. Components of a laboratory quality assurance program to be submitted with this application include:

- Initial demonstration of capability (IDC, also known as initial precision and recovery, IPR), as listed below;
- Detection limit (MDLs, also known as limit of detection, LOD) studies, as listed below; and
- Quality Assurance Plan, only if an initial application.

	Initial Demonstration of Capability and Method Detection Limits Specific information concerning the requirements regarding minimum limits of detection and Wisconsin's low-level reporting rule can be found in the Program Information and Requirements Booklet (PUBL-TS-007-98).					
Test Category Analytes Required Data						
4	Hexane Extractable Materials	MDL and IPR as specified in EPA Method 1664				
2, 3, 5 or 6	Anions by Ion Chromatography	MDLs for each analyte under application				
13	Polycyclic Aromatic Hydrocarbons; Aldehydes and Ketones; Carbamate and Urea-Substituted Pesticides; Explosive Residues	MDLs and IDCs for each method and analyte under application				
14	Acid Herbicides; Organophosphorus Pesticides; Nitrogen, Triazine and Metabolite Pesticides	MDLs and IDCs for each method and analyte under application				
15	Gasoline Range Organics; Diesel Range Organics; Petroleum Volatile Organics	MDLs and IDCs by the Wisconsin methods are required in both soil and water matrices.				
16	Organochlorine Pesticides; Polychlorinated Biphenyls	MDLs and IDCs for each method and analyte under application				
18	All analytes covered under the Safe Drinking Water test category	MDLs are required for all inorganic and organic analytes IDCs are required only for the organic analytes				

Per s. NR 149.07(1)(d), Wis. Adm. Code, the Department may request, on a case-by-case basis, any additional information necessary to demonstrate a laboratory's compliance with the requirements of this chapter.

Part 7: Method References

Laboratories must follow approved methods as identified in s. NR 149.11(1), Wis. Adm. Code, for covered programs. Specific authoritative sources are listed in NR 149.03(5), Wis. Adm. Code.

Sp	ecify the edition used. Lines K-M may be used for additional references.	Edition
A.	Standard Methods for the Examination of Water and Wastewater, American Public Health Association	
В.	Methods for Chemical Analysis of Water and Wastes, U.S. EPA	
C.	40 CFR 136 Appendix A, Methods for Organic Chemical Analysis of Municipal and Industrial Wastewater (600 series methods)	
D.	Methods for the Determination of Organic Compounds in Drinking Water, EPA/600/4-88/039 and supplements	
E.	Methods for the Determination of Metals in Environmental samples, EPA/600/4-91/010, June 1991 and supplements	
F.	Methods for the Determination of Inorganic Substances in Environmental Samples, EPA/600/R-93/100, August 1993 and supplements	
G.	Test Methods for Evaluating Solid Waste, Physical/Chemical Methods, SW-846, U.S. EPA	
Н.	Annual Book of ASTM Standards, Sections 11.01 and 11.02, Water and Environmental Technology	
I.	Official Methods of Analysis of the Association of Official Analytical Chemists, Association of Official Analytical Chemists	
J.	WI Modified DRO and GRO Methods, WI-PUBL-SW-141 and WI-PUBL-SW-140, September 1995	
K.		
L.		
M.		

Part 8: Analytical Methods

Complete the following, listing the analytical method used for each analyte and matrix within each test category for which certification or registration is requested. These methods shall be the analytical method required by applicable state or federal regulation or permit, or as approved under s. NR 149.12, Wis. Adm. Code. If regulatory agency or permit does not prescribe the analytical method, the method shall be selected from an authoritative source specified by the Department in s. NR 149.03(5), Wis. Adm. Code.

For matrices other than wastewater or solid/hazardous waste (e.g., groundwater), list the analytical method in the column titled "Other". For drinking water, go to Category 18 to list analytical methods.

	Test Category/Analyte	Wastewater	Solid/Hazardous Waste	Other (specify matrix)
		EXAMPLES		
☑	Biochemical Oxygen Demand	A; 5210		
☑	Nitrate as Nitrogen	A;4500-NO3 F		Groundwater: G; 9056
Ø	Volatile Organic Compounds		D;8021 <u>and</u> 8260	
01 O	xygen Utilization			
	Biochemical Oxygen Demand			
	Carbonaceous BOD			
02 Ni	trogen			
	Nitrate as Nitrogen			
	Nitrite as Nitrogen			
	Nitrate + Nitrite as Nitrogen			
	Ammonia as Nitrogen			
	Total Kjeldahl Nitrogen			

Other (specify) 03 Phosphorus Wastewater Solid/Haz. Waste □ Total Phosphorus Orthophosphate 04 Physical Total Suspended Solids □ Total Solids □ Total Dissolved Solids □ Total Volatile Solids □ Total Volatile Suspended Solids Oil and Grease ☐ Hexane Extractable Material 05 General I □ Alkalinity/Acidity □ Bromide □ Chlorophyll a □ Color □ Hardness □ Silica □ Silicate ■ Sulfite □ Surfactants 06 General II □ Chemical Oxygen Demand □ Chloride Cyanide □ Fluoride □ Sulfate Sulfide □ Total Phenolic Compounds 07 General III Ignitability Corrosivity □ Reactivity ☐ Reactive Cyanide (Total Releasable CN⁻)* ☐ Reactive Sulfide (Total Releasable S⁻²)* ■ Waste Fingerprinting Analyses

Note: This is a preparatory procedure. Laboratories applying for these tests must also apply for the appropriate determinative procedure.

Other (specify) 07 General III (continued) Wastewater Solid/Haz. Waste □ Total Organic Carbon ☐ Total Organic Halide (Includes AOX) □ TCLP Extraction* ■ SPLP Extraction* ■ EP Toxicity* 08 Metals I □ Aluminum Antimony □ Arsenic □ Barium □ Beryllium □ Boron □ Cadmium □ Calcium ☐ Chromium, Hexavalent ☐ Chromium, Total □ Cobalt □ Copper ☐ Iron □ Lead ■ Magnesium Manganese □ Mercury ■ Molybdenum □ Nickel Potassium □ Selenium □ Silver ■ Sodium ■ Strontium □ Thallium ☐ Tin □ Vanadium □ Zinc

Note: This is a preparatory procedure. Laboratories applying for these tests must also apply for the appropriate determinative procedure.

09 M	etals II	Wastewater	Solid/Haz. Waste	Other (specify)
	Bismuth			
	Gold			
	Iridium			
	Lithium			
	Osmium			
	Palladium			
	Platinum			
	Rhodium			
	Ruthenium			
	Silicon			
	Titanium			
	Tungsten			
	Zirconium			
10 Di	urgeables by GC or GC/MS			
	,			
	Dibromochloroprompane (DBCP) by Microextraction			
	Glycols			
	Purgeable Aromatics			
	Purgeable Halocarbons			
	Volatile Organic Compounds			
11 8/	emivolatiles by GC (no GC/MS methods)			
This c	emivolatiles by GC/MS (BNAs) category does not include acid herbicides, nitroger ories 14 and/or 16 to report pesticides, even if you			
	Base/Neutral Acid Extractables			

Other (specify) 13 Extractables by Liquid Chromatography Wastewater Solid/Haz. Waste Acrylamide □ Acrylonitrile and Acrolein Aldehydes and Ketones Benzidines Carbamate Pesticides Diquat and Paraguat Explosive Residues Polynuclear Aromatic Hydrocarbons ☐ Substituted Urea Pesticides 14 Pesticides (GC or GC/MS) □ Acid Herbicides □ 2,4-D and Silvex Only □ Dinoseb Only □ Nitrogen Pesticides (includes Triazines) □ Triazine Pesticides and Metabolites Only Organophosphorus Pesticides Other Pesticides 15 Petroleum Hydrocarbons ☐ Diesel Range Organics (DRO) ☐ Gasoline Range Organics (GRO) □ Petroleum Volatile Organics (PVOC) 16 Organochlorine Compounds Organochlorine Pesticides □ Polychlorinated Biphenyls (PCBs) 17 Polychlorinated Dibenzo-p-Dioxin ☐ Polychlorinated Dibenzo-p-Dioxin ☐ Polychlorinated Dibenzo-*p*-Furan

SAFE DRINKING WATER ANALYTES

Test	t Category/Analyte Drinking Wate	
18 Safe Drinking	Water	
INOR	GANIC CHEMICALS	
□ Asbestos	(acceptance of another agency's program when a variance request is made under s. NR 149.45)	

Test Category/Analyte Drinking Water INORGANIC CHEMICALS Cyanide □ Fluoride Nitrate-Nitrogen ■ Nitrite-Nitrogen ■ Nitrate + Nitrite as N Sulfate **METALS** Antimony Arsenic ■ Barium □ Beryllium Cadmium □ Chromium □ Copper □ Lead Mercury Nickel □ Selenium ■ Sodium □ Thallium **DISINFECTION BYPRODUCTS** □ Bromate □ Chlorite ☐ HALOACETIC ACIDS (five) (HAA5) (Monochloroacetic acid, Dichloroacetic acid, Trichloroacetic acid, Bromoacetic acid, Dibromoacetic acid) ☐ TOTAL TRIHALOMETHANES (TTHM) (Bromodichloromethane, Bromoform, Chlorodibromomethane, Chloroform) **ORGANICS** ☐ REGULATED VOLATILE ORGANICS (VOC) (Benzene, Carbon Tetrachloride, Chlorobenzene, o-Dichlorobenzene, p-Dichlorobenzene, 1,2-Dichloroethane, 1,1-Dichloroethylene, cis-1,2-Dichloroethylene, trans-1,2-Dichloroethylene, 1,2-Dichoropropane, Ethylbenzene, Methylene Chloride, Styrene, Tetrachloroethylene, Toluene, 1,2,4-Trichlorobenzene, 1,1,1-Trichloroethane, 1,1,2-Trichloroethane, Trichloroethylene, Xylenes (m + o + p), and Vinyl Chloride) ■ EDB and DBCP Ethylene dibromide (EDB), Dibromochloropropane (DBCP) ☐ CHLORINATED PESTICIDES by GC (Chlordane, Endrin, Heptachlor, Heptachlor epoxide, Lindane, Methoxychlor, Toxaphene) ☐ CHLORINATED PESTICIDES by GC/MS (Chlordane, Endrin, Heptachlor, Heptachlor epoxide, Lindane, Methoxychlor, Toxaphene)

Test Category/Analyte Drinking Water □ POLYCHLORINATED BIPHENYLS (PCB) as Decachlorobiphenyl □ NITROGEN/PHOSPHORUS PESTICIDES by GC (Alachlor, Atrazine, Simazine) □ NITROGEN/PHOSPHORUS PESTICIDES by GC/MS (Alachlor; Atrazine; Simazine) □ ACID HERBICIDES by GC (2,4,-D, 2,4,5-TP [Silvex], Dalapon, Dinoseb, Pentachlorophenol, Picloram) ☐ ACID ORGANICS by GC/MS (Pentachlorophenol) ■ LC PESTICIDES (Carbofuran, Oxamyl [Vydate], Aldicarb, Aldicarb sulfone, Aldicarb sulfoxide) ☐ CHLORINATED HYDROCARBONS by GC (Hexachlorobenzene, Hexachlorocyclopentadiene) ☐ CHLORINATED HYDROCARBONS by GC/MS (Hexachlorobenzene; Hexachlorocyclopentadiene) □ PHTHALATES by GC (Bis[2-ethylhexyl]adipate, Bis[2-ethylhexyl]phthalate) □ PHTHALATES by GC/MS (Bis[2-ethylhexyl]adipate, Bis[2-ethylhexyl]phthalate) PAHs by HPLC (Benzo(α)pyrene) PAHs by GC/MS (Benzo(α)pyrene) MISCELLANEOUS PESTICIDES & HERBICIDES □ Diquat Endothall □ Glyphosate □ Dioxin (2,3,7,8-TCDD)

END OF SAFE DRINKING WATER ANALYTES

Test Category/Analyte	Wastewater	Solid/Hazardous Waste	Other
19 Any Single Analyte or Analyte Group			
20 Effluent Toxicity			
☐ Acute Invertebrate Toxicity			
☐ Acute Vertebrate Toxicity			
☐ Chronic Invertebrate Toxicity			
☐ Chronic Vertebrate Toxicity			
21 Immunoassay			
٥			

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PLEASE NOTE:

- In accordance with s. NR 149.07(3), Wis. Adm. Code, a laboratory may not apply and the Department may not accept application for additional certification or registration or reapplication when: (a) a notice of violation has been issued for a violation of this chapter and the problems causing enforcement have not been corrected, (b) an administrative order has been issued for violation of this chapter, or (c) a laboratory is not in compliance with this chapter at the time it voluntarily relinquishes its certification or registration, the problems have not been corrected, and 6 months have not elapsed.
- The certification or registration period is September 1 to August 31.
- Certification is nontransferable. If ownership changes, a transfer of ownership application must be submitted.
- Incomplete applications expire one year from the application receipt date.
- Fees are non-refundable, except for overpayment.
- The WDNR should be informed of any changes in the information given in this application.

Part	9:	Ap	plica	nt S	igna	ture

In signing this application, the laboratory has:

- a) Established and will follow quality control procedures specified in s. NR 149.14, Wis. Adm. Code.
- b) Complied and will continue to comply with the Wisconsin Laboratory Certification and Registration Code, ch. NR 149, Wis. Adm. Code.

c) Agreed to allow the Wisconsin Department of Natural Resources or its representatives to inspect the laboratory to det compliance with ch. NR 149, Wis. Adm. Code.	
Signature of Owner or Agent	Date
Printed Name of Owner or Agent	Telephone Number
Address (if different from laboratory):	

Have you included the following in this package?

Fees; payable to Wisconsin Department of Natural Resources
Reference Sample Results
Proof of Intent to Perform Work in Wisconsin
Equipment List
Detection Limit and Initial Demonstration of Capability data, where required
Quality Assurance Manual, initial applications only

MAIL COMPLETED APPLICATION AND ATTACHMENTS TO:

Wisconsin Department of Natural Resources Laboratory Certification Program P.O. Box 7921 Madison, WI, 53707-7921